

Group Term Life and AD&D



Consider Optional Life and AD&D

EMPLOYEE	
Basic Life and AD&D	\$33,000 State pays 100%
Optional Life and AD&D	Up to \$300,000 in \$10,000 increments Employee pays 100% Proof of Insurability Required
SPOUSE	
Optional Life and AD&D	Up to \$150,000 in \$10,000 increments, but not more than half of the amount issued to Employee. Employee pays 100% Proof of Insurability Required
CHILDREN	
Optional Life and AD&D	Up to \$10,000 in \$5,000 increments, but not more than half of the amount issued to Employee. Employee must also be enrolled in Optional Life

Basic Life and AD&D

The State provides \$33,000 of Basic Life and Accidental Death and Dismemberment (AD&D) coverage at no cost to you. Enrollment is not required; coverage is automatic. However, if you wish to designate a beneficiary, you must submit a beneficiary designation either online or hard copy through your payroll or benefits office. In the absence of a valid beneficiary designation, proceeds will be paid in accordance with the order of precedence in the Certificate of Coverage.

Employee/Spouse Optional Life and AD&D Coverage

You may apply for up to \$300,000 of Optional Life and AD&D coverage for yourself in \$10,000 increments. In the event of accidental death, your beneficiaries will receive twice the face amount. If you apply for Optional Life and AD&D for yourself, you may also apply for up to half of the face amount issued to you for your spouse, in \$10,000 increments. Your coverage must be approved for your spouse's coverage to be approved.

Premiums are based upon the age of each insured. The State's Optional Life plan is not part of the Salary Reduction Plan. Premiums contributions do not reduce your taxable income and do not affect your PERA benefits. The death benefits are not taxable as income.

To apply, or change your coverage, you must complete the enrollment/change form. Your coverage is subject to approval of your medical history statement and verification of eligibility. Approval is not guaranteed. If you enroll, you will receive a medical history statement by mail for each adult applicant to complete and mail to:

Standard Insurance Company
Medical Underwriting
900 SW Fifth Avenue
Portland, OR 97204-1282

If approved, coverage will be effective the first of the month following approval by the carrier, subject to the Active-at-Work (see page 39) provisions of the policy.

Dependent Children Optional Life and AD&D

If you apply for Optional Life and AD&D you may also apply for up to \$10,000 Children Optional Life and AD&D coverage in \$5,000 increments, not to exceed half of the amount issued to you. One monthly premium covers all of your eligible children, including full-time students up to age 24 and disabled dependent children. You may apply for Dependent Children Life and AD&D within 31 days after your initial eligibility (hire), during open enrollment, or within 31 days after a Life Change Event (marriage, birth, adoption, or death of spouse).

Guaranteed Issue

Evidence of Insurability is not required under the following circumstances.

- 1) You are enrolled in the Basic Life / AD&D Plan only.
- 2) You are applying for no more than \$60,000 for yourself and \$30,000 for your spouse within 31 days after your initial eligibility (date of hire).
- 3) You are applying for no more than \$60,000 for yourself and \$30,000 for your spouse within 31 days after a Life Change Event (marriage, birth, adoption, or death of spouse).
- 4) You have Optional Life coverage for yourself already and you are applying for Children's coverage only.

When Guaranteed Issue applies, coverage will be effective on the date of hire, or date of marriage, birth or adoption, subject to the Active-at-Work provisions (see below) of the policy. Premiums will be payable from the first of the month following your date of hire or Life Change Event, providing your application is timely.

Double Coverage is not Allowed

If your spouse is also a state employee, you may elect to be covered as an employee or as a spouse, but not both. Only one of you may apply for coverage for your children. If you are divorced and your former spouse is also a state employee, both of you may elect Optional Dependent Life and AD&D for your children.

Certificate of Coverage

The Certificate of Coverage, which encompasses both Basic and Optional Life plans, is available on the Benefits website.

Beneficiary Designations

If your insured spouse or child dies, the life insurance benefits will be payable to you, if you are living. If you are not living, the benefits will be paid to the survivors in accordance with the policy provisions.

You may name more than one beneficiary in a class (primary or secondary). The beneficiary designation applies to both the Basic Life and Optional Life benefits under the policy. If only one beneficiary in a class survives, that beneficiary will receive all of the death benefit. A secondary (contingent) beneficiary receives benefits ONLY if there are no surviving primary beneficiaries.

See the Benefit Payment and Beneficiary Provisions in the Certificate of Coverage for additional information.

Active-at-Work Provisions

If you are incapable of active work because of sickness, injury or pregnancy on the day before your scheduled effective date, your life insurance coverage will not become effective until the day after you complete one full day of Active Work as an eligible Member. See the Active-at-Work Provisions in the Certificate of Coverage.

Waiver of Premium

If you are not yet 60 years of age and become totally disabled, your life insurance may be continued without payment of premiums after completion of a 180 consecutive day waiting period. If you are receiving disability benefits from Standard Insurance Company under the State's Short-Term Disability or Long-Term Disability plans, the waiver of premium benefit will be applied automatically. If you are not receiving disability benefits under the State plan, you must submit an application for waiver of premium benefits. Proof of total disability will be required. See the Waiver of Premium Provisions in the Group Term Life / AD&D Certificate of Coverage, for a complete description of the benefit.

Portability of Benefits

Upon termination of employment, you may be eligible to purchase portable group insurance coverage for yourself and your insured dependents without evidence of insurability. To be eligible, you must have been continuously covered the plan (or prior plan) for at least 12 consecutive months, must be able to work, and under the age of 65. An application for portability benefits must be submitted to Standard Insurance Company with the first premium payment within 31 days after termination of employment. Coverage is provided under a separate issue to the Standard Insurance Company Group Insurance Trust and will contain provisions that differ from the State's Group Term Life Policy. Contact Standard Life Insurance Company for the rates. See the Portability of Insurance Provisions in the Certificate of Coverage.

Accelerated Benefit

If you are terminally ill and eligible for Waiver of Premium, you may be eligible to receive up to 75% of the insurance while still living. Medical proof of terminal condition is required. See the Accelerated Waiver of Premium Benefit Provisions in the Certificate of Coverage for details.

Right to Convert

You may be eligible to purchase an individual policy of life insurance without Evidence Of Insurability if your coverage ends or is reduced for any reason other than a) failure to pay the premium when due, or b) payment of an accelerated benefit. Contact Standard Life Insurance Company for the rates. Application must be made within 31 days after the loss of coverage. See the Right to Convert Provisions in the Certificate of Coverage for options and limitations.

How to Change your Beneficiary

You may change your beneficiary designation at any time by submitting a new Beneficiary Designation online. The online system makes a note of the time and date. To be valid, you must personally make the designation. A designation made on your behalf by your department's payroll or benefits staff is invalid.

If you prefer, you may download a hard copy of the Beneficiary Designation to complete, date and sign. If you use a hard copy, it must be returned to your administrator while you are living. All hard copy enrollment forms and beneficiary designations are maintained at your department's payroll or benefits office.

Canceling Coverage

You may cancel your Optional Life coverage anytime online or by submitting a hard copy change form to your payroll or benefits office. Your coverage will terminate the last day of the month in which you cancel coverage or terminate employment. You must cancel Spouse Optional Life coverage within 31 days of a final divorce decree. Coverage for dependent children must be cancelled within 31 days of the date your last child becomes ineligible.

Leave of Absence

You may continue your Optional Life and AD&D during a period of unpaid leave by remitting the premium to your department's payroll or benefits staff. If your coverage lapses for non-payment of premium, you must wait until the next open enrollment to reapply. Proof of insurability will be required.

Your Basic Life and AD&D will be continued during a period of approved, unpaid leave of absence at no cost to you.